Reports Working Group



SPS Version 4.1.e

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DoD RWG Purpose

- To meet the DoD reporting needs for the SPS program.
- Team oversees the incorporation of enhancements and requirements as they relate to the reporting aspects of the SPS program in the following areas:
 - Catalog content and maintenance
 - Cube content and maintenance
 - Testing of Cubes and Catalogs
 - Course content
 - Training materials



Membership

- Membership on the Working Group limited to 2 members from each service, for a total of 14 members
- Chairperson
 - Debbie O'Rourke
- Navy
 - Zea Shultz
 - Sherry Barnett
- Army
 - Trish Owens
 - Linda Martinson
- DLA
 - Alicia Turrentine

- Marine Corps
 - Tammy Faapouli
 - GySgt William Hepler
- Air Force
 - Tessie Dunaway
 - Larry Faems
- DCMA
 - Stephanie Strohbeck
 - Felisha Hitt
- ODA
 - Juanita Irvin
 - Lynn Maue



Enhancements

- Enhancements are for reporting ONLY
 - Catalog structure and content
 - Organization of folders
 - Nomenclature, etc.
- RWG does not make enhancements to PD2 product (JRB role)
- RWG role is to guide users in extracting data from existing databases using the existing functionality within SPS



Enhancements

- Enhancement requests from each service should be submitted to the respective RWG member for presentation to the entire RWG
- Once an item is approved by the RWG, the enhancement will receive a priority and be assigned a target release
- The Working group is working roughly one version out and in some cases 6-18 months in advance of a product release



Types of Reporting Available

- Standard Reports (15 total)
- Ad-Hoc Reporting Impromptu
- Cubes Powerplay
- SQL reporting



Standard Reports -Impromptu

- Each site will receives 15 Standard reports with SPS and they are updated with each new SPS release
- The Standard reports should never be deleted from SPS.
- The Standard reports may be modified; however, the modified report should be saved under a different name and be imported into SPS for future use.



Ad-Hoc Reporting -Impromptu

- Ad-Hoc Reporting is available through Impromptu
- Commands should work toward standardizing the types of reports needed
- Reports that are created within Impromptu are limited to 16 tables today. This does not mean 16 fields. A field within a report may need multiple tables in order to extract the information (4.2 will allow a total of 50 tables)



Cubes - Powerplay

- System Administrators create the Cubes from the data within your database
- Cubes are a snap shot in time & may be updated as needed
- They can be sliced/diced from many directions
- Running of reports against the cubes is performed outside of the SPS application and doesn't effect your users performance.



SQL Reports

- More difficult and time consuming to develop.
- Knowledge of SQL and the data structure is necessary to develop.
- Allows for data to be gathered that is not accessible through Cognos
- Run directly against the database & usually does not affect user performance within SPS
- Eliminates security joins
- Very fast (80% of Cognos time is spent formatting & performing security joins)
- Output must be copied to Excel for formatting
- Can be written for instant cases or recurring requirements



DoD Wide Repository

- Hosted by the Air Force
 - Registration is required for access
 - http://afcis.ssg.gunter.af.mil/
- Contains reports developed by all services and submitted by RWG members
- Complete documentation for each report is provided
- Provides search function by report fields



Report File contents

- Zip file contains
 - Zip title includes the name of the report
 - Report itself (.imr, ims, Pre.imr, etc.)
 - Word document with report notes
 - Folders fields came from
 - Filters used
 - Prompts included
 - Snap shot of the report
 - Other info



Version 4.2

- Upgrade to COGNOS application
- New Catalog utilizing the enhancements to Sybase, COGNOS, and the SPS application
- Working Group has been participating in testing
- Extensive Release Notes being prepared to assist the users including sample reports
- Due to the upgrade in the Cognos application and the extensive changes to the database, users will have to re-write their reports.

All You ever wanted to know about PD² Impromptu Reporting, Version 4.1.e

Service Release 6...



Common Issues and Tips for Use



Cognos Tip

- If you scroll too quickly through the report you receive an error and get kicked out of Cognos.
 - There is a problem with Impromptu 4.0 that creates this problem.
 - This problem can be minimized by:
 - Changing to Screen Layout
 - View→Screen Layout or use the shortcut button on the left side of the screen
 - Use the Page Down (not too fast)
 - Ctrl-home to quickly go to top of report
 - Crtl-end to quickly go to end of report
 - Click on the button on the right scroll bar and slowly drag it down the scroll bar



Cognos Tip

- How can you find a particular record in a report?
 - Simplest way is to change to Screen Layout
 - View→Screen Layout or use the shortcut button on the left side of the screen
 - Click on data in the column you want to search in.
 - Click on Edit→Find



4.1E Catalog...Tip 1 for General Use of the catalog

- When you select the Award PIIN field, you receive all the awards and modifications. You want to exclude all the modifications?
 - This was an enhancement to the 4.1E catalog Service Release 1 (SR 1) and is still present with Service Release 6 to resolve several problems that existed in prior versions of the catalog.
 - Add a Filter to the report, e.g., Award Type Description does not contain 'Mod' OR
 - Add a Filter to the report to select specific Award Type Descriptions, e.g., Award Type Description = "Commercial Contract Award"



4.1E Catalog...Tip 2 - 4.1E Service Release 6

- 4.1E Service Release 6 Catalog was released in Feb 02
- All 4.1E catalogs are named "pddodv4_1e.cat"
 - 4.1E SR6 catalog is dated 2/9/02
 - Size is 956KB
 - Description of catalog is also in lower left hand corner of Impromptu window (pddodv4_1e Catalog User Version SR06)



4.1E Catalog...Tip 3 for retrieving FPDS Information

- The DD350/DD1057 folders will automatically filter on the Fiscal Year selected for the DD350/DD1057s in the database.
- This is new with Service Release 6 that was distributed with the FPDS Engine in February



4.1E Catalog...Tip 4 to obtain Accurate Obligation Totals

- To obtain an accurate total for all obligations?
 - Add a filter on the Award Released Date
 - Award Released Date is not missing OR
 - Award Released Date >= Date OR
 - Award Released Date between two dates
 - Use Calculated Field if (Award Type Description contains 'Mod') then (if (Mod Change for Total Obligated Funding Amount is missing and Award Total Obligated Funding Amount is not missing) then (Award Total Obligated Funding Amount) else (Mod Change for Total Obligated Funding Amount)



4.1E Catalog...Tip 5 for using the catalog

- When you select organizations you receive vendors.
 - A problem exists with the 4.1E SR 6 catalog under the folders Organization and Vendor Listings-->Organization Information-->Organization Name. When you make this selection, the report lists Organizations and Vendors instead of just Organizations.
 - Vendors can be excluded by using one of the following:
 - a. Include the field "Organization Address Type(s)" in the report OR
 - b. Add a filter "Organization AddressType(s) is not missing"



4.1E Catalog...Tip 6 for using the catalog

- You would like to be able to group the report by the basic award PIIN.
 - You can accomplish this by using a calculated field and the grouping functionality in Impromptu.
 - Create a new report and select the "Grouped List" template.
 - Click on "Calculate"
 - The Data Definition should be a substring (Award PIIN, 1, 16)



4.1E Catalog...Tip 7 for using the catalog

- What's included in the amount fields in the Award Folder?
 - Award Total Obligated Funding Amount
 - Total Obligated amount includes all actions up to and including the action listed
 - Award Total Face Value
 - Total Face Value without options includes all actions up to and including the action listed
 - Award Total Value With Options
 - Total Face Value including options includes all actions up to and including the action listed



4.1E Catalog...Tip 7 for using the catalog

- What's included in the amount fields in the Award Folder? (cont)
 - Mod Change for a Total Face Value
 - Change in the Face Value of the modification only
 - Mod Change for Total Obligated Funding Amount
 - Change in the Obligated Amount of the modification only



4.1E Catalog...Tip 8 - SR6 Catalog Catalog Issues

- The field Procurement→Requirements →Award Information→Award PIIN does not always contain GSA Delivery Orders that exist in PD²
- The field FPDS→FY02→DD350→B13A Contract or Order displays blank when the DD350 is coded "7" or "9"
- RWG working on a SQL report to obtain accurate data



General Cognos Tips for Improving Performance

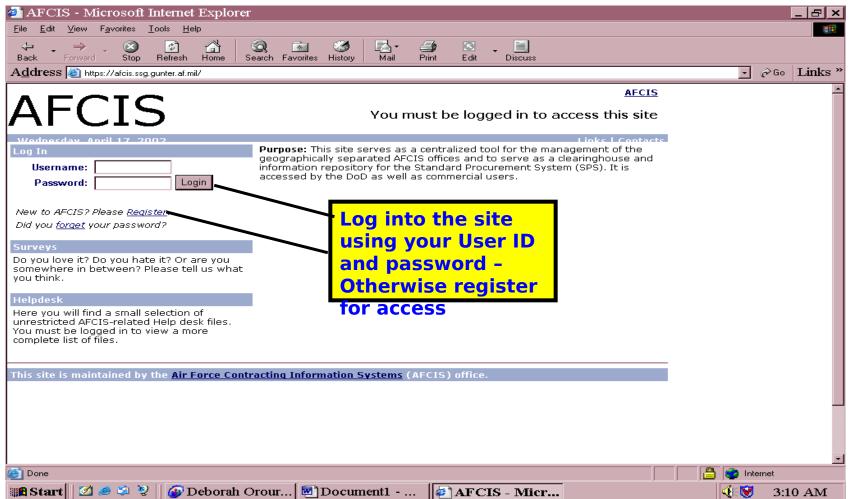
Save the report as a snapshot. The data is saved with the report. Managers can access the report without impacting the production database performance. The data is static; therefore, the report must be regenerated to refresh the report with changes made to the database since the last time the report was generated.



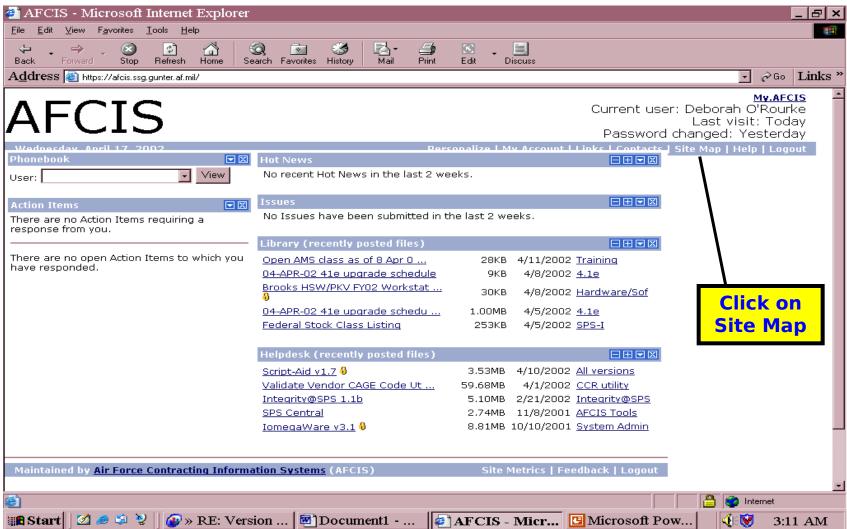
General Cognos Tips for Improving Performance

Use the 'Save As' function to export the data to another format, i.e., Excel, HTML. The data will be static; therefore, the report must be regenerated and the results copied over the previously saved file to refresh the report with changes made to the database since the last time the report was generated.

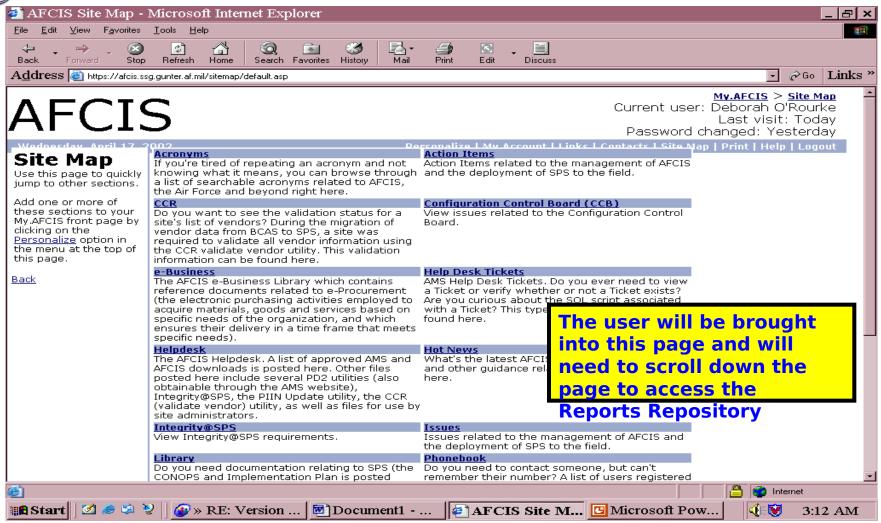




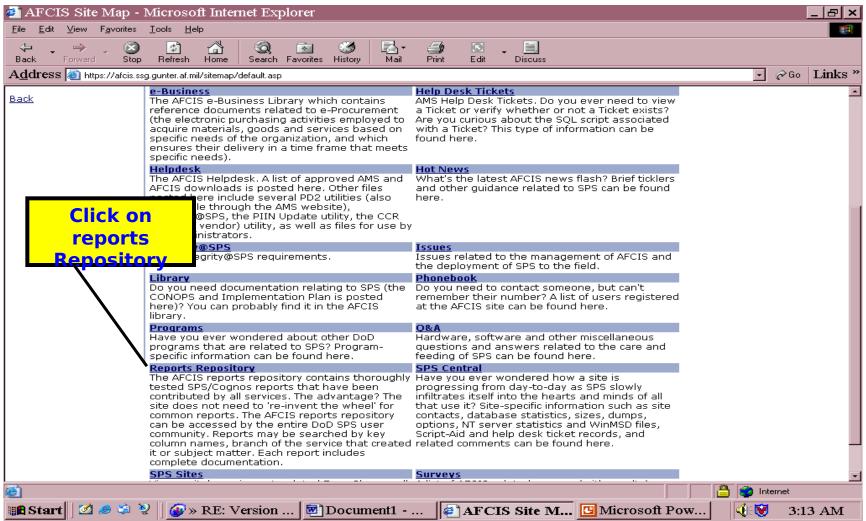




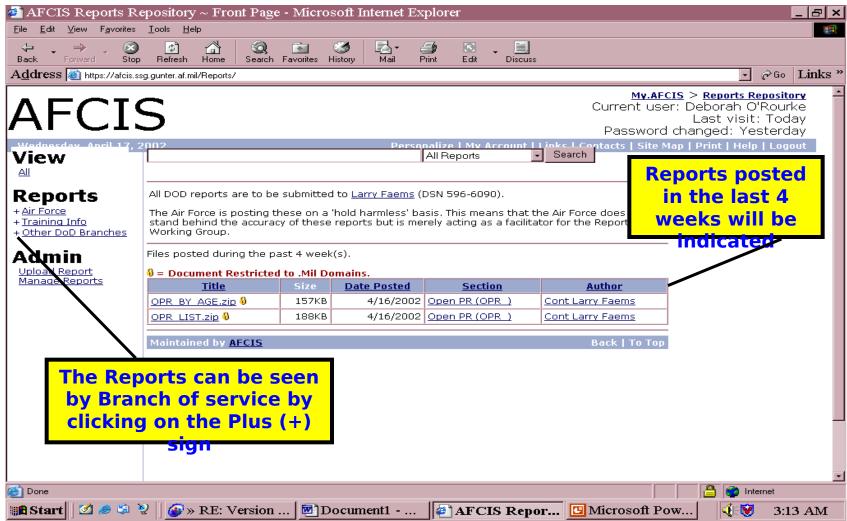




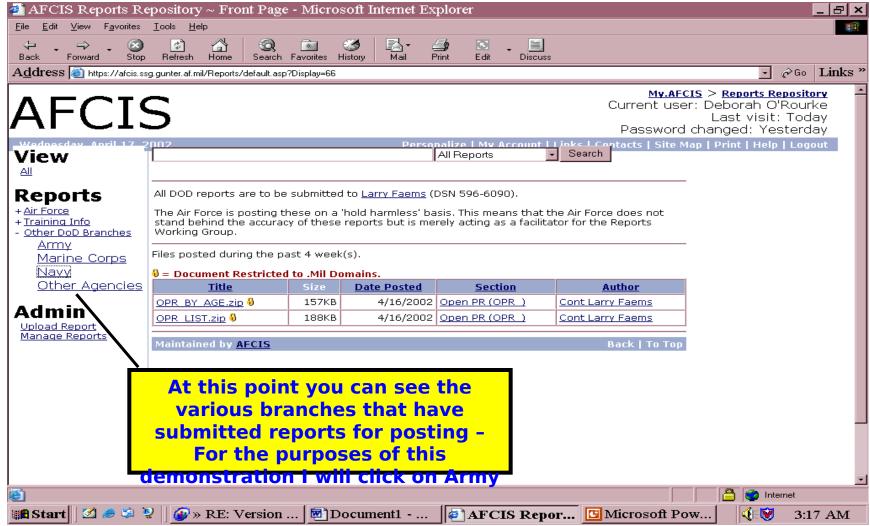




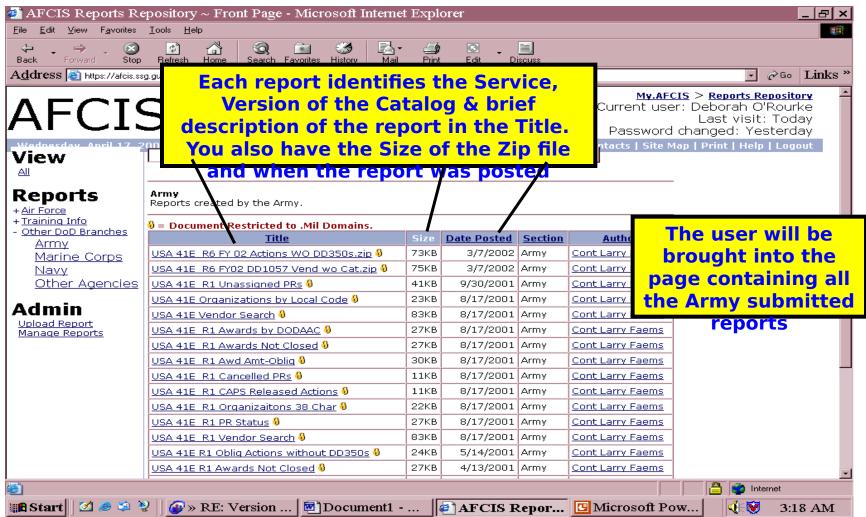














DoD Reports Repository

- Training Section currently contains all the Cognos Quick Guides that the RWG has created to date
 - Downloading catalogs
 - Importing reports
 - Switching between catalogs
 - Using calculated fields
 - Using Hot files
 - Using Dataset reports
 - Plus many more
- Currently updating the Quick Guides for accessing the DoD Report Repository and will be distributing and posting them shortly



Seek help

- There are many experts in the report writing area within the government. The following chain should be followed to ensure your issues/problems are elevated in a timely manner.
 - Contact your local experts
 - The local experts contact your command experts
 - The command experts contact the RWG members
 - RWG members contact the DoD RWG members
 - AMS Help desk support



Questions?